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INSPECTION AND SECURITY OFFICE

Workload as of 1 December 1951

	<u>Received</u>	<u>In Process</u>	<u>Completed</u>
Provisional Clearances			486
Secret Clearances			37
Full Security Clearances:			
Overt and Semi-Covert	771	2255	859
Covert	665	1803	948
Name Checks	214	478	158
Alien Checks	64	61	47
Contract Checks	91	190	77

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PRODUCTION FIGURES FOR REPORT - DECEMBER 1951

1. Cases in Process for the Month

Cases pending at beginning of month	2255	
Plus cases opened during the month	890	3145
Less cases closed during the month		<u>699</u>
Cases on hand at end of month		2446

2. Number of Cases in Process at Beginning of Month

With investigative facilities	1874
In process in Security Division	<u>381</u>
Total cases in process	2255

3. Number of Cases in Process at End of Month

With investigative facilities	1882
In process in Security Division	<u>564</u>
Total Cases in process	2446

4. Number of cases pending in investigative facilities at beginning of month

Plus number of cases submitted to investigative facilities	535	2409
Less: Number of completed cases	423	
Recalls	104	<u>527</u>
Number of cases pending with investigative facilities at end of month		1882

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5. Cases Closed

Number of approvals	485
Number of disapprovals	59
Number of cases closed before completion of investigation	<u>155</u>
Total cases closed during month	699

25X1A8a 6. Cases for [REDACTED]

Number pending at beginning of month	478
Number received during month	188
Number completed during month	201
Number pending at end of month	465

25X1A8a 7. Alien Interrogation Cases for [REDACTED]

Number pending beginning of month	61
Number received during month	68
Number completed during month	77
Number pending	52

8. Top Secret Control Officer Appointment Clearances

Number pending beginning of month	0
Number received during month	28
Number closed during month	28
Number pending	0

9. Classified Contract Clearances

Number pending beginning of month	190
Number received during month	45
Number closed during month	61
Number pending	174

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10. Miscellaneous Information

Number of cases completed by field investigative facilities during the month	423
Number of cases completed by field investigative facilities during the month and which have been closed	316
Average number of calendar days to completely process case to a final determination, either approval or disapproval	102
Average number of calendar days required by field investigative facilities to complete investigation of these cases	87
Average number of calendar days these cases were in process in SD	15
11. Limited Security Clearances through Secret issued	59
12. Number of Provisional Clearances issued during month for personnel to be assigned to unclassified duties	348
13. Number of Exit Interviews conducted and interviews with employees leaving Washington, D. C., or having a temporary break in actual employment	220
14. Number of files reviewed for agents of other Government agencies	42
15. Number of requests for name checks by other Government agencies	1075

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SECURITY DIVISION
SUPPLEMENTAL PRODUCTION REPORT FOR THE MONTH OF DECEMBER 1951

	<u>All Cases</u>	<u>"T.O." Type Cases</u>
Cases pending at beginning of month	2255	1774
Plus: Cases opened during month (Does not include 195 cases in transit from Personnel)	<u>890</u>	<u>704</u>
	3145	2478
Less: Cases closed during month*	<u>699</u>	<u>530</u>
Cases pending at end of the month	2446	1948

*Breakdown of cases closed during the month -

Number of full approvals	485	391
Number of disapprovals	59	45
Number closed before completion	<u>155</u>	<u>94</u>
Total cases closed during the month	699	530

Breakdown of all types of approvals during month on "T.O." Type Cases

	<u>"T.O." Type TOTAL</u>	<u>Number Permitting E.O.D.</u>
Provisional clearances for unclassified duties	312	312
Limited clearances through Secret	53	8
Full security clearances	<u>391</u>	<u>147</u>
	756	467

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PHYSICAL SECURITY VIOLATIONS FOR DECEMBER 1951

<u>OFFICE</u>	<u>EXPOSED TOP SECRET</u>	<u>CLASSIFIED MATERIAL SECRET & CONF.</u>	<u>OPEN SAFES</u>	<u>TOTAL VIOLATIONS</u>	<u>NUMBER OF SAFES & VAULTS</u>
Director's Office	0	0	0	0	8
ONE	1	0	0	1	9
OCD	0	1	2	3	455
OIC	0	0	0	0	8
OO	0	1	0	1	312
OPC	1	1	6	8	337
ORR	0	0	2	2	340
OSI	0	1	1	2	113
OSO	0	1	0	1	884
OCI	1	0	1	2	223
TSS	0	0	1	1	
Training	0	2	1	3	
Communications	0	0	0	0	
I&S	0	0	1	1	91
Administration	0	0	0	0	505
Administrative Services	0	1	0	1	
Comptroller	0	1	0	1	
General Counsel	0	0	0	0	
Medical Staff	0	0	1	1	
Personnel	0	1	0	1	
Procurement	0	0	0	0	
Audit	0	0	0	0	
GPO	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>21</u>
	3	10	16	29	3,306

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PHYSICAL SECURITY INSPECTIONS FOR DECEMBER 1951

<u>Office</u>	<u>Number of Inspections Made</u>	<u>Remarks</u>
Director's Office	1	1 Building
ONE	0	1 Building
OCD	1	4 Buildings
OIC	1	1 Building
OO	2	4 Buildings
OPC	2	5 Buildings
ORR	3	4 Buildings
OSI	1	1 Building
OSO	4	5 Buildings
OCI	2	3 Buildings
Training	2	3 Buildings
Communications	1	2 Buildings
Administration	1	1 Building
Administrative Services	3	5 Buildings
General Counsel	1	2 Buildings
Comptroller	3	3 Buildings
Medical Staff	1	1 Building
Personnel	3	3 Buildings
Procurement	4	4 Buildings
Audit	1	1 Building
GPO	<u>0</u>	4 Buildings
	37	

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STATUS OF COVERT CLEARANCE CASES--MONTH OF DECEMBER, 1951

REQUESTS FOR COVERT CLEARANCES ON HAND AT 1st OF MONTH

Security Clearance	293	
Operational Clearance	559	
Project	<u>761</u>	
Total		1,613

COVERT CLEARANCE REQUESTS RECEIVED DURING MONTH

Security Clearance	109	
Operational Clearance	226	
Project	<u>150</u>	
Total		485

TOTAL FOR PROCESSING ----- 2,098

CLEARANCES ISSUED DURING MONTH

Security Clearance	160	
Operational Clearance	230	
Project	<u>260</u>	
Total		650

DISAPPROVALS DURING MONTH

Security Clearance	2	
Operational Clearance	1	
Project	<u>7</u>	
Total		10

TOTAL CASES COMPLETED ----- 660

CASES PENDING END OF MONTH

Security Clearance	240	
Operational Clearance	554	
Project	<u>644</u>	
Total		1,438

TOTAL CASES ON HAND LAST OF MONTH ----- 1,438

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